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CENTRAL INTELLIGENCE AGENCY

WASHINGTON 25, D. C.

OFFICE OF THE DIRECTOR

29 February 1952

MEMORANDUM FOR: DEPUTY DIRECTOR, CENTRAL INTELLIGENCE ✓  
DEPUTY DIRECTOR/PLANS  
DEPUTY DIRECTOR/ADMINISTRATION  
DEPUTY DIRECTOR/INTELLIGENCE  
ASSISTANT DIRECTOR, OPERATIONS  
ASSISTANT DIRECTOR, RESEARCH & REPORTS  
ASSISTANT DIRECTOR, NATIONAL ESTIMATES  
ASSISTANT DIRECTOR, POLICY COORDINATION  
ASSISTANT DIRECTOR, SPECIAL OPERATIONS  
ASSISTANT DIRECTOR, CURRENT INTELLIGENCE  
ASSISTANT DIRECTOR, INTELLIGENCE COORDINATION  
ASSISTANT DIRECTOR, COLLECTION & DISSEMINATION  
ASSISTANT DIRECTOR, SCIENTIFIC INTELLIGENCE  
ASSISTANT DIRECTOR, COMMUNICATIONS  
ASSISTANT DIRECTOR, PERSONNEL  
DIRECTOR OF TRAINING  
INSPECTOR GENERAL

SUBJECT: Employment of Consultants

Please instruct personnel under your supervision to make  
no approach to any person respecting service as a CIA  
Consultant without your clearance, and through you my approval.

*Walter B. Smith*  
WALTER B. SMITH  
Director

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27 February 1952

*[Handwritten signature]*

MEMORANDUM FOR: Mr. Hulick  
FROM : Deputy Director (Plans)  
SUBJECT : Employment of Consultants

1. Will you please collaborate with [ ] in the preparation of a brief order for the Director's signature, to be addressed to all Assistant Directors on the subject of Consultants. This memorandum should state in effect that no further Consultants are to be employed by any employee or representative of the Agency without the prior approval of the Director.

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2. For your own information and that of [ ] and for such use as you may consider it desirable in the drafting of the memorandum, the Director's decision to issue such a memorandum is the result of two principal developments, namely:

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a. The review of the Consultant situation has disclosed that there are too many consultants already retained or employed by the Agency and that many of these Consultants are not properly controlled or adequately exploited; and

b. There have been a number of recent "backfires" which have come to the attention of the Director as the result of what he considers to be unwise selection of individuals to serve as Consultants.

3. You will want to think carefully about the inclusion of the second reason above mentioned, and it would be desirable to phrase the first reason carefully so as to avoid creating an unnecessary amount of hurt feelings.

4. I am inclined to agree with the Director's feeling that throughout the Agency we have employed too many Consultants and that some sloppy practices have arisen concerning our control and exploitation of those already on the rolls. I am aware of the particular cases which have backfired with resulting embarrassment to the Agency and some loss of security. In any event, it is the Director's wish that such a directive be prepared. I should like to see a copy of it before the proposed directive is submitted to the Director for his signature.

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FRANK G. WISNER

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9 February 1952

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Time and Attendance Certification  
by Fee Basis Consultants

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1. Under [ ] consultants now certify on their vouchers that they receive no compensation from other Government agencies for the days on which they are paid consultant fees. This is appropriate in all but those few cases where an intermittent consultant on a fee basis is entitled to draw retirement pay from one of the Services as well as his consultant's fee. In those cases the certification should read as follows:

"I certify that for the days covered by this report, during which I performed services as an intermittent consultant on a fee basis with the Central Intelligence Agency, I have not received nor will I claim compensation from any other Government agency with the exception of retirement pay from the United States Navy." (Army or Air Force can be substituted for Navy as appropriate.)

2. This certification was suggested by the Chief of the Fiscal Division and has been concurred in by the GAO representative. It would seem appropriate to amend [ ] accordingly.

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LAWRENCE R. HOUSTON  
General Counsel

OGC/LRH:mls

## Distribution:

Orig - DD/A

cc - Exec Ass't to Director

cc - ONE, Attn: [ ]

cc - Admiral [ ]

cc - Personnel Director (Att: [ ])

cc - Personnel Division (Att: Mr. [ ])

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DOCUMENT NO. 86  
NO CHANGE IN CLASS. ☒  
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CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

LS-1270

TO		INITIALS	DATE
1	Executive Assistant to the Director Attn: Mrs. [ ]	OR	
2			
3	Exec. Reg.		
4			
5			
FROM		INITIALS	DATE
1	General Counsel	LKH/ m/s	9 Feb 1952
2			
3			

<input type="checkbox"/> APPROVAL	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE
<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> RETURN
<input type="checkbox"/> COMMENT	<input type="checkbox"/> PREPARATION OF REPLY	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> RECOMMENDATION	<input type="checkbox"/> FILE

REMARKS: In the future it would be appropriate  
to use this new certification for Admiral  
[ ] reports.

[ ]  
LAWRENCE R. HOUSTON